Department of Energy
Washington, DC 20585

May 24, 2002

MEMORANDUM FOR DISTRIBUTION

FROM: John Evans, Facility Representative Program Manager

SUBJECT: Facility Representative Program Performance Indicators Quarterly Report

The Facility Representative Program Performance Indicators (PIs) Quarterly Report is attached covering the period from January to March 2002. Data for these indicators are gathered by Field elements quarterly per the Facility Representatives Standard, DOE-STD-1063, and reported to Headquarters program offices for evaluation and feedback in order to improve the Facility Representative Program. The definitions of the PIs from the Standard are also attached for your use in evaluating the data.

The staffing percentage remained at 93% for this quarter, which is the same level as the previous quarter but is up from 90% in March 2001. The percentage of fully qualified Facility Representatives was 78%, which is up from 71% from March 2001. Both the staffing and the qualification percentage numbers for this quarter are at the highest levels in the three years since tracking commenced.

These PIs provide valuable measures of the effectiveness of the Facility Representative Program across the complex. These indicators should be used to guide future actions to correct weaknesses and further strengthen the role of the Facility Representatives in the Department goal of conducting work safely.

Current Facility Representative information and past quarterly reports are accessible via the Internet at our web site (http://www.facrep.org). Should you have any questions or comments on this report, please contact me at 202-586-3887.

Attachments

Facility Representative Program Performance Indicators Quarterly Report
May 24, 2002

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Facility Representative Program Performance Indicators (1QCY2002)

Ops Office	Area Office	Staffing per Analysis	FTEs	Actual Staffing	% Staffing	Attrition	% Core Qual	% Full Qual	% Field Time	% Oversight Time *
AL	OASO	15	13	10	67	0	100	60	40	70
AL	OKCSO	4	4	4	100	0	75	50	15	40
AL	OKSO	12	11	8	67	2	75	50	36	66
AL	OLASO	19	19	18	95	1	83	56	49	80
CBFO	FIELD	1	1	1	100	0	100	100	60	65
CH	AAO-E	5	5	5	100	0	100	100	40	75
CH	AAO-W	3	3	3	100	0	100	100	27	64
CH	AMES	1	1	1	100	0	100	100	33	93
CH	BAO	6	6	6	100	0	100	50	20	47
CH	FAO	2	2	2	100	0	50	50	50	80
CH	PAO	1	1	1	100	0	100	100	42	77
ID	OPS	17	17	19	112	0	95	95	40	79
NV	OPS	12	12	10	83	0	90	50	40	65
OAK	OPS	10	10	9	90	1	100	44	44	72
OH	FERN	6	6	6	100	1	100	100	41	70
OH	MEMP	4	4	4	100	0	100	100	44	71
OH	WVDP	2	3	3	150	0	100	100	50	61
OR	EM	20	17	17	85	0	76	76	28	41
OR	NE	5	4	4	80	0	100	75	65	78
OR	ORNL	3	2	2	67	0	100	50	66	79
OR	YAO	11	9	9	82	2	44	44	51	83
ORP	FIELD	7	7	7	100	0	100	100	46	73
RF	FIELD	15	15	16	107	0	88	88	55	75
RL	OPS	21	21	20	95	0	100	100	46	76
SR	EM	36	36	36	100	0	97	94	48	89
SR	NNSA	3	3	3	100	0	100	100	42	72
	Totals:	241	232	224	93	7	90	78	43	73
	DOE Goals:	**-**	-	-	100	-	-	>75	>40	>60

* % Oversight Time includes % Field Time

Facility Representative (FR) Accomplishments

NNSA Sites

- At OASO, an FR identified weaknesses with the M&O Contractor's conduct of pre-shift briefings.
- At OKCSO, based on observations by a Facility Representative, building settlement benchmarking was re-instituted to prevent potential damage to parts of the main building.
- At OKSO, several FRs completed fieldwork on a joint hoisting and rigging safety surveillance at SNL, and some FRs took the lead in developing sections of the 2001 Performance Analysis Matrix of SNL to document ES&H performance data.
- At OLASO, an FR served as the Senior Advisor for the Readiness Assessment on the DAHRT Injector Hi-Pot. Several FRs performed a gap analysis and verification walkdowns supporting the contractor's efforts to implement Conduct of Operations at LANL.
- At LLNL, an FR worked closely with LLNL staff conducting dry runs and improving pre-job planning in preparation for removing contaminated HVAC piping from a plutonium facility.
- At SR-NNSA, an FR noted several problems with the installation of a radiological containment hut in 233H. These problems were corrected prior to the use of the hut.
- At YAO, FRs oversaw the successful preparation and restart of pyrophoric material processing to place material in a stable, useable form. FRs also oversaw the successful preparation and restart of a uranium-oxide handling glovebox. This restart placed an operation in a glovebox that was previously performed in an open hood. This was done at the suggestion of an FR to reduce worker uptakes and personal protective equipment requirements.

EM Sites

- At CBFO, the FR ensured that the contractor's initial and ongoing actions would fully comply with the Mine Safety and Health Administration regulations for limiting the airborne concentration of total carbon.
- At ID, three FRs - Brad Davis, Nicole Hernandez, and Jerry McNew - participated on a joint DOE and Contractor assessment team that performed a two-week detailed evaluation of 100 completed Maintenance Works Orders to determine the status of implementation of a revised work control process.
- At OH-MEMP, an FR enhanced radiological safety during the removal of high hazard tritium double-contained lines by emphasizing crimping lines before cutting, quickly isolating and sealing cut lines, and holding piping on non-cut end to reduce possible contamination spread.
- At OH-WVDP, FRs continue to provide critical oversight of contractor activities in support of flushing and shutdown of the High-Level Waste Vitrification Facility.
- At ORO-EM, several FRs are participating on assessment teams to review safety basis issues raised recently by the Defense Nuclear Facilities Safety Board. Some Facility Representatives have been temporarily reassigned to work safety basis issues full time until expertise can be obtained.
- At ORP, FRs identified that on some older safety-significant high-level waste transfer leak detection panels, personnel performed unauthorized and undocumented "pre-conditioning" of the equipment in an attempt to make it pass the quarterly TSR functional testes. Contractor management took immediate action to determine extent of this practice and reinforce with staff the purpose of properly performing TSR surveillance tests.
- At RL, 10 FRs supported a sitewide assessment of the contractor Quality Assurance Program, including one FR as the assessment team leader. Three FRs performed a set of surveillances on conduct of engineering and design control at the SNF Project at the request of the Project Office.
- At SRS, an FR discovered an inadequate lockout on a facility steam system that resulted in stopping all work under the lockout until corrected. An FR found areas where unmonitored personnel could receive more than 100 mrem/year. The contractor confirmed the readings, issued dosimeters to affected personnel, performed a dose estimate, changed site procedures for radiological postings in these areas, and issued a Problem Identification Report.

SC Sites

- From the Chicago Operations Office, FRs identified procedural inadequacies at the ANL-W Zero Power Physics Reactor, which resulted in a shutdown. Significant improvements were made in surveillance procedures, Technical Specifications, and Conduct of Operations. A BAO FR raised management awareness of a flooded radioactively contaminated basement. Further actions eliminated environment release risk.

Description of Facility Representative Program Performance Indicators

STAFFING			
TYPE	INDICATOR NAME	HOW TO CALCULATE	GOAL
DOE-wide	% Staffing -- Staffing analysis positions -- Approved FTE staffing -- Actual filled staffing	Number of FacRep positions filled --- Number of FacRep positions *	100% of [#FacReps] * per DOE-STD-1063-2000 staffing analysis
DOE-wide	Attrition	Number of FacReps leaving the program this quarter.	N/A

TRAINING AND QUALIFICATION			
TYPE	INDICATOR NAME	HOW TO CALCULATE	GOAL
DOE-wide	% of FacReps Core Qualified	Number of FacReps Core Qualified --- Number of FacReps	None specified
DOE-wide	% of FacReps Fully Qualified	Number of Fully Qualified FacReps --- Number of FacReps	Greater than 75%

FULFILLING THE FACILITY REPRESENTATIVE ROLE			
TYPE	INDICATOR NAME	HOW TO CALCULATE	GOAL
DOE-wide	% Field Time (FacRep % time spent in the plant/field on plant walkthroughs, surveillances, assessments, etc.) Overtime/comptime hours count in both the numerator and denominator	Average number of hours spent in the plant/ field this quarter --- Number of available work hours this quarter*	Greater than 40% * Denominator only includes number of hours expected by DOE-STD-1063-2000, if the FacRep is a part-time FacRep.
DOE-wide	% Oversight Time (FacRep % time spent performing contractor oversight which includes time in plant/field as above, and procedure reviews at desk, ORPS activities at desk, etc.) Overtime/comptime hours count in both numerator and denominator	Average number of hours FacReps spend performing contractor oversight this quarter --- Number of available work hours this quarter*	Greater than 60% * Denominator only includes number of hours expected by DOE-STD-1063-2000, if the FacRep is a part-time FacRep.

FACILITY REPRESENTATIVE PROGRAM ACCOMPLISHMENTS			
TYPE	INDICATOR NAME	HOW TO CALCULATE	GOAL
DOE-wide	Accomplishments	Any accomplishments of note during the quarter	None specified